

Tempe Parks and Recreation

3500 S. Rural Rd, Tempe, AZ 85282



SPRING 2005 COACHES HANDBOOK

CITY OF TEMPE PARKS AND RECREATION LADYHAWKS FAST PITCH SOFTBALL PROGRAM

Welcome to the LadyHawks Fast Pitch Softball Program.

OBJECTIVES AND PHILOSOPHY:

The objectives of the Fast Pitch Softball program are for all players:

1. To participate in all games
2. To display good sportsmanship
3. To experience friendly competition
4. To have fun while participating
5. To develop both offensive and defensive skills
6. To promote academics

The LadyHawks Fast Pitch Softball Program philosophy is to provide a program that will enable every player the opportunity to participate. In general, this league is an opportunity for girls to have a more competitive experience in the game of softball, but also they must have the opportunity to play and improve their softball skills so they may continue to play at higher levels.

As a coach you have as great an influence as the participants and their parents. You can strengthen the league and serve your players best by putting aside the attitude of “winning at all costs” and emphasize, participation, skill development, confidence, sportsmanship, friendly competition and fun.

COACHES

Each and every volunteer coach working within Parks and Recreation programs are required to go through the National Youth Sports Coaches Association (NYSCA) training. This training involves coaching philosophy, building self-esteem and confidence, teaching sportsmanship, conditioning, safety, injuries, and coaching tips. It requires that all coaches be drug, alcohol and tobacco free, while at all youth sporting events. The NYSCA certified coach is required to sign a Code of Ethics pledge to keep sports safe, fun, and a positive experience for Tempe’s youth.

Tempe Parks and Recreation will conduct a background check on all volunteer coaches. This process will include fingerprinting for every volunteer.

SPORTSMANSHIP

All participants and coaches are required to demonstrate good sportsmanship at all times. Profanity will not be tolerated. A good attitude and respect for the other teams, as well as, Parks and Recreation staff will enhance the enjoyment of the program. See Sports Code of Ethics

NYSCA COACHES’ CODE OF ETHICS PLEDGE

I hereby pledge to live up to my certification as an NYSCA Coach by following the NYSCA Coaches’ Code of Ethics.

- I will place the emotional and physical well being of my players ahead of a personal desire to win.
- I will treat each player as an individual, remembering the large range of emotional and physical development from the same age group.
- I will do my best to provide a safe playing situation for my players.
- I will promise to review and practice the basic first aid principles needed to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will lead by example in demonstrating fair play and sportsmanship to all my players.
- I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
- I will use those coaching techniques appropriate for each of the skills that I teach.
- I will remember that I am a youth sports coach, and that the game is for children and not the adults.

COACHES' RESPONSIBILITIES

- Must complete the NYSCA training prior to practicing with their team.
- Hold a minimum of two practices per week in the preseason and one practice per week once games begin.
- Hold a team meeting with the parents explaining the program rules and philosophy.
- Attend all games, arriving at least 20 minutes prior to the start of the game.

CONDUCT FOR COACHING

- Any coach ejected from a game cannot return as a coach until he has met with the Recreation Coordinator. A second ejection will result in automatic dismissal for violating the code of conduct
- Use of tobacco (in any form) and/or alcohol in the presence of players at *practice* or *games* is prohibited.
- Display good examples to their players and encourage them to display good sportsmanship at all times.
- After the game each team is to give a cheer for the opposition and give congratulation in the form of a handshake.
- A coach is responsible for the action of their players and team followers.
- Profanity by coaches, participants or spectators is not allowed.
- Coaches are not to conduct fundraisers, solicit sponsors or provide players with monetary awards.

TWO DEEP LEADERSHIP

To ensure that the coaching experience is positive and safe for the coach and players, Tempe Parks and Recreation **INSISTS ON “two deep leadership”** at all practices or team gatherings. This means two adults in attendance at all times.

To accomplish Two Deep Leadership we suggest:

- Find an assistant coach and have that coach at each practice.
- Nominate a “Team Parent” and have him or her assign adult parents to be at each practice.
- Call another coach in your league and hold dual practices.
- Coaches are not allowed to plan social events for individual players or the entire team.

Tempe Parks and Recreation requires coaches always to have at least two adults present at all practices and/or games. **If “two deep leadership” can not be achieved, practice MUST be canceled** and notify the parents. When canceling or ending practice early, make sure not to leave players unattended. If practice ends and a parent hasn’t pick-up one of the players, a coach, or parent must wait until all players have a ride and are accounted for. **DO NOT ABANDON THE PLAYERS, and do not transport players unless specifically directed by the parent. You assume complete responsibility for the player if you decide to transport any player.**

TRANSPORTATION OF PLAYERS

Players are responsible for their own transportation to and from games and practice. Coaches should not transport players. If coaches do transport players, they do so at their own risk. If for some reason you must transport a player, you must received permission from the parent(s) and you must have another adult with you (two deep leadership must be in place at all times when in the company of any player).

DISCIPLINE OF PLAYERS

All disciplinary action taken by a coach must first be discussed with the Recreation Coordinator and the players’ parents.

Coaches are required to be fair and consistent with discipline. Inform players and the parents about what is expected of them. Disciplining a player should not be used as an easy excuse to withhold a player from game competition, unless you have spoken to the Recreation Coordinator and informed the parents prior to any game situation.. Be sure there is ample reason when “benching” a player due to “disciplinary” reasons.

A player may be disciplined for the following reasons **ONLY**:

- Missing practices or game without notification
- Being constantly late.
- Physical assault.
- Constant use of foul language.
- Continued inappropriate behavior such as bad sportsmanship.

Avoid using extra running or physical activity as a disciplinary measure.

DROPPING OF PLAYERS

Only the Recreation Coordinator, for the following reasons may drop a player from the team roster:

These guidelines are NOT inclusive, and removal of a player will be reviewed on an individual bases, depending upon the violation.

- Missing more than two weeks while on vacation or sick.
- Missing three consecutive practices without an excuse.
- Constant unsportsman- like behavior.

What a coach should do before dropping a player:

- Talk to parents.
- Talk with the Recreation Coordinator.
- Let the parents and Recreation Coordinator help out with problem.

ACCIDENTS

The City of Tempe DOES NOT provide medical insurance. Each family is responsible for their own medical insurance.

If a player is injured, in a practice or a game, please let the Recreation Coordinator know AS SOON AS POSSIBLE. Before each game and/or practice, locate a phone to use in case of emergency.

Never hesitate to call for medical help.

PLAYERS BILL OF RIGHTS

1. The LadyHawks Softball Program is for the players. It is not for administrators, coaches, or parents. The welfare of all players will be the number one consideration.
2. Each player has the right to play in **at least three (3) innings** of every game, or half the game, whichever is longer, no matter what the degree of physical ability or the relative importance of the game in terms of competition. (Coaches should rotate players BEFORE time limit rule takes effect.)
3. Each player has the right to have a coach who places them first, the team second, himself/herself third, and winning fourth.
4. Each player has the right to have fun participating and to have a supportive coach who takes the time to work with each athlete, regardless of ability or potential.
5. Each player has the right to have fun participating whether he/she plays on a winning or losing team.
6. **As a parent, if you feel that your child's rights are being violated, please contact a LadyHawks Youth Softball staff member.**

REGISTRATION

Registration can be done either on-line or via fax, both of these require credit or debit card. Anyone can register in person at the Recreation Administration office, or via mail. A player's registration must be on file at the Tempe Parks and Recreation Office before being allowed to participate in a practice or game. Birth certificates are now required for all players 9 to 14 years of age.

ASSIGNMENT AND ELIGIBILITY OF PLAYERS

Teams made up of individual sign-ups will be assigned a maximum of 12 players. A second option allows a coach to register as a team. **Age as of July 31, 2005** It is the responsibility of the coach to check the birthdates of all players, regardless if the player was assigned by the Parks & Recreation staff, or recruited by the coach. Coaches will be held accountable for any players that are found to be ineligible because of age. *General grade guidelines are as follows, however, the age of a player is most important factor when deciding eligibility.*

14U Fast pitch Divisions: Grades 7 & 8

12U Fast Pitch Divisions: Grades 5 & 6

Minors Division: Grades 4, 5, & 6

Coach Pitch Division: Grades 2 & 3

T-Ball Division: Grades K-1

SCHEDULES:

Each team will play once or twice a week for 8 weeks, plus one week of tournament play. The season begins: March 23/24 (14U & 12U respectively). The tournament week is currently schedule to begin, Saturday May 14, 2005. All teams are required to commit to the tournament schedule.

TOURNAMENT SCHEDULE: SUBJECT TO CHANGE.

LadyHawks Tournament Schedule for **14 & Under** is tentatively scheduled for:

SATURDAY	MAY 14	EVENING GAMES: DOUBLE HEADER FOR ALL TEAMS
MONDAY	MAY 16	EVENING GAMES: DOUBLE HEADER FOR WINNERS
WEDNESDAY	MAY 18	EVENING GAMES: FINAL(S)

12 & UNDER TOURNAMENT SCHEDULE

SATURDAY	MAY 14	MORNING GAMES
TUESDAY	MAY 17	EVENING GAMES
THURSDAY	MAY 19	EVENING GAMES

TEAMS THAT REGISTER FOR LEAGUE PLAY MUST COMMIT TO THE TOURNAMENT SCHEDULE.

City of Tempe Parks and Recreation makes every effort to set the calendar from the beginning of the season, however, we do know that rain delays or other uncontrollable factors may come into play, and schedules may have to be adjusted. Please mark your calendars NOW. We require all teams to participate in the double (or single) elimination tournament if you play in the regular season play.